

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF MISSOURI  
EASTERN DIVISION

KAREN M. DONNELLY, )  
*individually and on behalf* )  
*of all others similarly situated,* )  
Plaintiff, )  
vs. )  
APPLIED BUSINESS SERVICES INC., )  
d/b/a Security Collection Agency )  
Defendant. )

Case No. 4:16 CV 502 RWS

**ORDER SETTING INITIAL RULE 16 CONFERENCE IN CLASS ACTION CASE**

**ATTORNEYS PLEASE NOTE:**

The Court expects you to read and comply with this order in full. When you appear at the Rule 16 conference the Court will expect you to know your case and be prepared to discuss all items in this order and in your joint scheduling plan and be prepared to discuss the facts of your case, and any unusual evidentiary, factual, or legal issues that are likely to arise. If trial counsel chooses to send a substitute, that substitute must be fully prepared for the conference.

Pursuant to the Civil Justice Reform Act Expense and Delay Reduction Plan and the Differentiated Case Management Program of the United States District Court of the Eastern District of Missouri,

**IT IS HEREBY ORDERED** that:

1. **Scheduling Conference to Set Deadlines for Class Certification Issues:** The parties will address the general issues about the case at the scheduling conference but the case deadlines shall be limited to class certification issues at this initial meeting. A second scheduling conference will be held to set the remaining case deadlines after a ruling is made on class certification. The Scheduling Conference pursuant to Fed.R.Civ.P. 16 is set for **Friday, May 20, 2016 at 11:30 a.m. in my chambers 16-South.** At the scheduling conference counsel will be

expected to appear in person to discuss in detail all matters covered by Fed.R.Civ.P. 16, as well as all matters set forth in their joint proposed scheduling plan described in paragraph 3.

2. **Meeting of Counsel:** Prior to the date for submission of the joint proposed scheduling plan set forth in paragraph 3 below, counsel for the parties shall meet to discuss the following:

- the nature and basis of the parties' claims and defenses,
- the possibilities for a prompt settlement or resolution of the case,
- the formulation of a discovery plan,
- any issues relating to preserving discoverable information,
- any issues relating to disclosure or discovery of electronically stored information,

including-

- (i) the form or forms in which it should be produced,
  - (ii) the topics for such discovery and the time period for which such discovery will be sought,
  - (iii) the various sources of such information within a party's control that should be searched for electronically stored information,

(iv) whether the information is reasonably accessible to the party that has it, in terms of the burden and cost of retrieving and reviewing the information,

(v) the parties must ensure that their clients preserve electronic discovery materials prior to the Rule 16 Conference, and

(vi) counsel shall address at the Rule 16 Conference potential electronic discovery and whether a specific agreement or order must be entered on that issue.

- any issues relating to claims of privilege or of protection as trial-preparation material, including - if the parties agree on a procedure to assert such claims after production - whether to ask the Court to include their agreement in an order, and

- other topics listed below or in Fed.R.Civ.P. 16 and 26(f).

Counsel will be asked to report orally on the matters discussed at this meeting when they appear before the undersigned for the scheduling conference, and will specifically be asked to report on the potential for settlement; whether settlement demands or offers have been exchanged, without revealing the content of any offers or demands; and, suitability for Alternative Dispute Resolution. This meeting is expected to result in the parties reaching agreement on the form and content of a joint proposed scheduling plan as described in paragraph 3 below.

Only one proposed scheduling plan may be submitted in any case, and it must be signed by counsel for all parties. It will be the responsibility of counsel for the plaintiff to actually submit the joint proposed scheduling plan to the Court. If the parties cannot agree as to any matter required to be contained in the joint plan, the disagreement must be set out clearly in the joint proposal, and the Court will resolve the dispute at or shortly after the scheduling conference.

**3. Joint Proposed Scheduling Plan Regarding Class Certification:** No later than May 13, 2016, counsel shall file with the Clerk of the Court a joint proposed scheduling plan. **All dates required to be set forth in the plan shall be within the ranges set forth below for the applicable track:**

<u>Track 1: Expedited</u>	<u>Track 2: Standard</u>	<u>Track 3: Complex</u>
*Disposition w/i 12 mos of filing	*Disposition w/i 18 mos of filing	*Disposition w/i 24 mos of filing
*120 days for discovery	*180-240 days from R16 Conf. for discovery/dispositive motions	*240-360 days from R16 Conf for discovery/dispositive motions

**The parties' joint proposed scheduling plan shall include:**

- whether the Track Assignment is appropriate; **NOTE: This case has been assigned to Track 2: (Standard).**
- dates for joinder of additional parties or amendment of pleadings;

- (c) a discovery plan for class certification including:
  - (i) any agreed-upon provisions for disclosure or discovery of electronically stored information,
  - (ii) any agreements the parties reach for asserting claims of privilege or of protection as trial-preparation material after production,
  - (iii) a date or dates by which the parties will disclose information and exchange documents pursuant to Fed.R.Civ.P. 26(a)(1),
  - (iv) whether discovery should be conducted in phases or limited to certain issues,
  - (v) dates by which each party shall disclose its expert witnesses' identities and reports, and dates by which each party shall make its expert witnesses available for deposition, giving consideration to whether serial or simultaneous disclosure is appropriate in the case,
  - (vi) whether the presumptive limits of ten (10) depositions per side as set forth in Fed.R.Civ.P. 30(a)(2)(A), and twenty-five (25) interrogatories per party as set forth in Fed.R.Civ.P. 33(a), should apply in this case, and if not, the reasons for the variance from the rules,
  - (vii) whether any physical or mental examinations of parties will be requested pursuant to Fed.R.Civ.P. 35, and if so, by what date that request will be made and the date the examination will be completed,
  - (viii) a date by which all discovery directed at class certification will be completed;
  - (ix) any other matters pertinent to the completion of class certification discovery in this case,
- (d) the deadline for plaintiff to file a brief in support of class certification and the deadlines for the response and reply briefs;
- (e) the date for the class certification hearing;

- (f) the deadline for filing any motions for summary judgment and for filing the opposition and reply briefs;
- (g) the parties' positions concerning the referral of the action to mediation or early neutral evaluation, and when such a referral would be most productive; and
- (h) any other matters counsel deem appropriate for inclusion in the Joint Scheduling Plan.

4. **Disclosure of Corporate Interests:** All non-governmental corporate parties are reminded to comply with Disclosure of Corporate Interests by filing a Certificate of Interest with the Court pursuant to E.D.Mo. L.R. 2.09.

5. **Pro Se Parties:** If any party appears in this action pro se, such party shall meet with all other parties or counsel, participate in the preparation and filing of a joint proposed scheduling plan, and appear for the scheduling conference, all in the same manner as otherwise required by this order.



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RODNEY W. SIPPEL  
UNITED STATES DISTRICT JUDGE

Dated this 14th day of April, 2016.